

# **By-Laws of the District 5 Juvenile Justice SUDS Committee**

## **Article I: Name**

The name of this organization shall be the “District 5 Juvenile Justice SUDS (substance use Delivery system) Committee”.

## **Article II: Purposes and Functions**

### **Section 1: Purposes**

The purpose of the District 5 Juvenile Justice SUDS Committee will be to oversee a cost effective, district wide, substance abuse system to reduce substance abuse and criminal behavior among juveniles, while maximizing the utilization of the appropriated funds for services. Further empowering juveniles and their families to support a positive lifestyle by providing strength-based treatment and rehabilitative services tailored to the needs of the family and juvenile.

#### **The District 5 Juvenile Justice SUDS Committee has five goals.**

- Promote public safety by reducing substance abuse and delinquent activity among juvenile offenders.
- Address the family’s social and economic needs by identifying the needs and strengths of the juvenile/parents and engaging them with appropriate services.
- Improve juvenile’s school performance and attendance.
- Strengthen the families of participants by improving the capacity of families to provide structure and guidance to their children.
- Reduce reliance on detention by improving juvenile’s level of functioning by providing the juvenile with skills that will aid them in leading productive, substance-free and crime-free lives.

### **Section 2: Functions**

1. Oversee District Wide Comprehensive SUD service plans that include Intake, Assessment, Level of Service, Service Authorization, Service Delivery, Payment Authorization, Service Coordination and Continuous Case Management.
2. Maximize the utilization of the appropriated funds for services and support for juveniles and their families within District 5.
3. Oversee and collect performance measures as outlined by IDJC (Idaho Department of Juvenile Corrections), to include; Treatment Status, Treatment Outcome, Supervision Status, and Risk Level.
4. Provide quarterly Financial and Quarterly Outcomes reporting as required by IDJC.

### **Article III: Membership**

Membership shall consist of Probation Directors or Chief JPO's from each of the Counties In the fifth district, and IDJC District Liaison.

1. Blaine County-Teresa Espedal or designee
2. Camas County-Galan Colter or designee
3. Cassia County-Dixie Tate or designee
4. Jerome County-Kyle Fisher or designee
5. Minidoka County-Dixie Tate or designee
6. Lincoln County-Linda Boguslawski
7. Gooding County-Carol Johnson or designee
8. Twin Falls County-Kevin Sandau or designee
9. IDJC District Liaison-Bev Ashton or designee

### **Article IV: Meetings**

The District 5 Juvenile Justice SUDS Committee shall meet quarterly. Special meetings may be called by any member of the District 5 Juvenile Justice SUDS Committee as needed by requesting such a meeting with the chairperson.

A chairperson will be elected by the committee members to preside at all meetings and maximize the function of this Committee.

### **Article V: Voting**

The District 5 Juvenile Justice SUDS Committee will use a decision making protocol and problem Solving protocol that discusses and reviews issues until everyone's opinions are heard and Understood, especially opposing opinions. The decision is made with a simple majority vote (One more than half the members present) and when the group says they can live with the decision of that vote.

The Chairperson will ensure that every member has been informed and given the option to Attend the meeting prior to a decision or problem being voted on. This allows the more rural members to be involved in the process.

The District 5 Juvenile Justice SUDS Committee is dedicated to working as a team to resolve problems that may be presented by any member of the committee.

## Article VI: Operational Protocols

The District 5 Juvenile Justice SUDS Committee will monitor the District Wide Plan that includes Operational Protocols and Memorandums of Understanding as outlined by Idaho Department of Juvenile Corrections through attachment documents.

### DISTRICT 5 PLAN AND OPERATIONAL PROTOCOLS FOR SUDS

We as a District believe that we can better serve juveniles if we create a plan that includes three points of service, Minidoka/Cassia Counties, Twin Falls County, Blaine/Camas/Gooding/Jerome/Lincoln (North side Counties). Each point of service will appoint a Project Director. Project Directors will oversee the collection of performance and financial data in their point of service, and report on the data at the District 5 JJSUDS committee quarterly meeting. Below we have outlined each of the areas designated in the IDJC District Guidelines;

#### INTAKE:

- 1. Identify Potential Clients/Initial Screening:** Each County Probation Department will administer a risk assessment tool that has been validated for use with juveniles (PACT, YLS/CMI, and GAIN SS) to identify those juveniles needing further Assessment and determine risk level.
  - a.** County JPO will utilize current County systems to meet the needs of those not needing further assessment.
  - b.** County JPO will screen participants who may be eligible for Medicaid, Drug Court, and ATR funding and make appropriate referrals for services.
  - c.** If the County JPO deems further assessment is necessary the JPO will complete the following packet for submission to the Chief Probation Officer for eligibility of funding;
    - (1)** DISTRICT 5-JJSUDS Assessment Referral Form
    - (2)** Financial Eligibility Form
    - (3)** YLS/CMI, GAIN SS or PACT
- 2. Initial Assessment:** District 5 is proposing to use Network Providers who meet standards for Qualified Substance Use Disorder Professionals (QSUDP) or QSUDP Trainees to complete Initial assessment.
  - a.** Assessments will be conducted by a QSUDP or QSUDP Trainee using the GAIN I.
  - b.** GAIN I assessment completed within 14 days of referral.
  - c.** Completed assessments will be returned to referring County Probation Officer.
- 3. Determining Level of Service & RSS Needs:** Based on completed assessment, Chief Probation Officer will work with referring Probation Officer to determine appropriate level of Service (Level 1, Level II.1, Drug Court, Medicaid, ATR, etc.) And Recovery Support Services needed.

Chief Probation Officers will work with probation officers in their County for those juveniles currently in services to determine level of service and RSS needs as of July 1<sup>st</sup>, 2011.

4. **Service Plan including RSS developed and approved and authorized:** Chief Probation Officer will work with referring probation officer, provider and family to develop the service plan and authorize the timeframe and cost of treatment. Chief Probation Officer will approve the voucher or referral and send copies to provider and client.
5. **Service Delivery:** District 5 will use Network Providers, however, will be requesting MOU's with providers that will include a service delivery for juveniles that include a family component, and is more individual and family session focused than group focused.
  - a. The provider will send documentation of missed appointments, updates and concerns to the referring County Probation Officer.
  - b. Treatment providers will notify and work with the referring county probation officer on ensuring the juvenile and families are complying with treatment needs.
6. **Payment Authorization:** Counties using a private Network Provider will require that provider to use the current billing process through BPA for authorized vouchers.
7. **Continuous Case Management:** Probation Officers will work directly with treatment providers and families to ensure progress in treatment is being made and report to the Chief Probation Officer any request for additional vouchers for services. Chief Probation Officer will have final approval on all vouchers.
8. **Treatment Resource Allocation Plan: Attached**

Table 1-Treatment

Level of Service	Rate Matrix	Other JJ	520(i)	Medicaid 30% Match	Allocation of Funds
Assessment	\$11.81/15 min				
<u>Case Management</u> *Clinical *Basic *Intense	\$12.86/15 min \$11.81/15 min \$11.81/15 min				
<u>Level 1 outpatient</u> *Education *Group *Individual	\$ 3.94/15 min \$ 5.91/15 min \$11.81/15 min				
<u>Level 2 Intensive OP</u> *Education *Group	\$ 3.94/15 min \$ 5.91/15 min				

<b>*Individual</b>	\$11.81/15 min				
<b>Transitional Housing</b>	\$136.50/day				
<b>Safe &amp; Sober Housing</b>	\$70.00/day				
<b>Residential Treatment</b>	\$189.00/day				
<b>Family Therapy</b>	\$14.20/15 min				

Table 2-Recovery Support Service (RSS)

<b>Transportation</b>	\$1.11/mile				
<b>Drug Testing</b>	\$13.50/test				
<b>Life Skills Ed</b>	\$2.50/15 mi				

9. **Performance Measures:** The Project Directors will track progress in their point of service and report to the District 5 Juvenile Justice SUDS Committee and IDJC the performance Measures as outlined by IDJC on a quarterly basis for each of the counties in District 5;
- a. **Treatment Status** of each juvenile served during the quarter: Date treatment started, level(s) of service; # of days in treatment or service units provided, successful/unsuccessful completion of services paid by this program.
  - b. **Treatment outcome:** Juvenile exhibiting the desired change as evidenced by days without use and days without subsequent adjudication.
  - c. **Supervision status** of juvenile: probation status, commitment to IDJC or other.
  - d. **Offense Status:** Juvenile arrested or seen by a court for a new delinquent offense (not probation violations)
  - e. **Risk Level:** pre-post YLS/CMI/PACT surveys.
  - f. **TEDS and NOMS information** will be provided by BPA.